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Coconut Creek Elementary
School-Level Parent and Family Engagement Plan (PFEP)
2019-2020

Mission Statement

The mission of Coconut Creek Elementary is to offer quality instruction that will promote student achievement in a safe and secure environment. We will accomplish this through differentiated teaching, staff development, technology integration, remediation, enrichment, extracurricular activities and the support of our parents and community.

Engagement of Parents and Families

Coconut Creek Elementary will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(n)(2)(B)].

Coconut Creek Elementary will involve parents through monthly SAC meetings, monthly newsletters, and our school website. Title I funds will be decided upon at SAC meetings for programs or materials needed as listed by the School Improvement Plan.

Coordination and Integration

Coconut Creek Elementary will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1116(e)(4)].

Count	Program	Coordination
1	Literacy Blast Night	Reading Coach
2	Math Blast Night	Math Coach
3	Science Blast Night	Science Contact/ Academic Games Coordinator
4	K Round Up	Reading Coach
5	Monthly-Home Newsletters	Newsletter with At Home Activities for parents and information on how parents can improve school success, strengthen home and school partnership, enhance parenting skills and discipline, and build positive character traits.

Annual Parent Meeting

Coconut Creek Elementary will take the following actions to convene an annual meeting, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents involved. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
<u>1</u>	What to Expect from your child's FSA	Administration	September	Hand-outs
<u>2.</u>	Reading Informational Text	Administration/teachers	October	BLASTNIGHT Flyer/participation
<u>3.</u>	Math-Number Operations	Math Committee	November	BLASTNIGHT FLYER/participation
<u>4.</u>	Science Fair	Science Committee	February	BLASTNIGHT FLYER/participation

Flexible Parent Meetings

Coconut Creek Elementary will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement [Section 1116(c)(2)].

Coconut Creek Elementary will offer Title I, PTA, SAC, and information meetings in the morning, afternoon, and evening to meet the needs of all parents. Four Parent Training (BLAST Nights) will be conducted in the evening. Our Guidance Counselor will also provide Parent Training workshops.

Building Capacity

Coconut Creek Elementary will implement activities that will build the capacity for effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement, each school and local educational agency assisted under this part – [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child's academic achievement, such as literacy training and using technology [Section 1116(e)(2)].

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline (Including frequency and duration)	Evidence of Effectiveness	Evidence-based Research
Online Resources	Literacy Coach/Admin	Increase achievement in ELA, Math and Science	Sept/Oct	Home Pamphlets	Increased parent involvement equals increased student achievement
FSA	Literacy Coach	Standards Assessments	Sept/Oct	Home Pamphlets	Increased parent involvement equals increased student achievement
Reading Informational Text	Teachers	Florida Standards	October	Parent Meeting	Increased parent involvement equals increased student involvement
FCAT 2.0 Science	Admin	Standards Based	Nov	Parent Meeting	Increased parent involvement equals increased student achievement
Thinking Maps	Admin	Graphic Organizer	School Year	Increase ELA Scores	Increased parent involvement equals increased student achievement

Staff Training

Coconut Creek Elementary will offer the following training to educate teachers, specialized instructional support personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].

Content and Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Parent Workshops Parents as Partners	Guidance Counselor	Standard Based	Sept-June	Parent Meeting sign in Sheets
FCAT 2.0 – Science	Administration	Standards Based	Sept-June	Faculty Meetings/PLC'S
Florida Standards	Reading Coach	Standards Based	Sept-June	Faculty Meetings/PLC'S

Other Activities

Coconut Creek Elementary will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(c)(4), 1116(e)(13) and 1116(e)(14)].

Coconut Creek Elementary will offer assistance for children in the computer lab before/after school for additional assistance. We also have a Parent Resource Center set up for parents to access throughout the day. Parents will also receive information about the local Title I Parent Resource Centers, and will have access to the Title I Mobile Unit at an evening school event. A monthly newsletter (Home and School Connection) will be sent home via student backpacks. The newsletter is packed with "at home" parent-directed learning activities, inclusive of information on how parents can improve school success, strengthen home and school partnerships, enhance partnering skills and discipline, and build positive character traits.

Communication

Coconut Creek Elementary will provide parents of participating children the following [Section 1116(c)(4)]:

- *Timely information about programs under this part [Section 1116(c)(4)(A)];*
- *A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard; and [Section 1116(c)(4)(B)];*
- *If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]; and*
- *If the school-wide program plan under Section 1114 (b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local education agency [Section 1116(c)(5)].*

Parents will be kept informed of school-based information through Open House Meetings, SAC Meetings, Teacher Conferences, notices sent home via student backpacks, our website, and Parent Link Phone Calls. The availability of translators for parent meetings and teacher conferences will be posted on our website and on flyers sent home with via student backpacks. Promotion criteria letters are sent home with students. Administration will also send home a letter at the end of the school year asking for written parental input regarding how their child learns, their strengths/challenges, and suggestions relating to their education. This information will assist in classroom placements.

Accessibility

Coconut Creek Elementary will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and family members of migratory children). Including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)]

Parents will always have accessibility to all important school information via our newsletters, notices sent home, and our School and PTA Websites. Important letters will be sent home in English, Creole, Portuguese, and Spanish to ensure that limited-English parents are kept informed. The availability of translators will be posted on our web site and on flyers (in three languages) and sent home via student backpacks. The PTA will create a monthly calendar to be sent home with students. Our Guidance Counselor will offer Parent workshops, and Team Leaders will meet to develop strategies to increase parental involvement.

School-Parent Compact


As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1116(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on 03/12/19 and will be in effect during the 2019-2020 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 28, 2019.



Signature of Principal

3/12/19

Date



Sac Chairperson

3/12/19

Date